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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Security Division
FROM : Chief, Personnel Security Branch
SUBJECT: Statistics and Statistical Methods

DATE: 27 September 1954

As requested by the Director of Security we have completed two of the three months review of our statistical methods used in computing processing time to determine whether we should report -

(a) the average number of days required to complete
all cases

or

(b) the average number of days required to complete
the average case.

We have, heretofore, been reporting the latter statistic. Our study is being made to determine the desirability, if any, of reporting the former.

It should be noted that reporting the former statistic would not result in an accurate statistic on all cases because of the fact that each month there are a number of cases which do not lend themselves to accurate reporting. These include conversion cases which do not require investigation, contact employee wives cleared on the basis of prior investigations in the name of their husbands, disapprovals because of foreign connections or disapprovals as a result of polygraph before completion of investigation. In July there were fifty-six such cases and in August there were sixty-one.

On the attached paper there are set forth pertinent statistics for the months of July and August 1954.

In July we reported an average processing time of 86 days. By counting all investigated cases this is raised to 96.

In August we reported an average processing time of 111 days. By counting all investigated cases this is raised to 117.

This, however, is not a fair picture of Security Office processing because this includes all of the derogatory cases and involved cases including those which were the subject of referrals to the Medical Staff or the DDA Panel and those, for example, which we held open awaiting the granting of "Q" clearances. As stated in paragraph 3, it does not include those which were handled in a very short time without investigation.

To make the necessary adjustments we reviewed the cases which boosted the statistic previously reported.

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In reviewing the July cases we found that there were eight cases which boosted the statistic unfairly to the Security Office. These eight cases had a total processing time of 1145 days, or an average of over 143 days. These eight included one case which presented an early processing problem due to the disapproval of her husband, one which was the subject of discussions due to her husband's employment by a local newspaper, two which were DDA Panel cases, one on which we were awaiting word from the employing office, one on which we were awaiting a "Q" clearance, one which we had to send to the DDCI, and one which we referred to the Medical Staff.

In reviewing the August cases we found that there were seven cases which boosted the statistic unfairly to the Security Office. These seven cases had a total processing time of 1289 days, or an average of 184 days. Four were DDA Panel cases. One was held up for word from the Medical Staff. Another was held up for a "Q" clearance and another was held up for papers pertaining to processing because of his alien wife.

The cases referred to in the two preceding paragraphs are not average cases. They should be removed, like the easy cases not requiring investigation, from our statistical computations. When we remove these cases we find that the processing time on the remainder is as follows:

	<u>As Currently Reported</u>	<u>With Broader Base</u>
For July	86	93
For August	111	112

The July figure shows an upward boost of seven days while the August figure shows a difference of only one day.

The July figure, however, is a distorted figure in that during the month of July we had to process all those cases which were set aside in June to handle the special drive on some 200 clerical cases. As you recall, the June figure of total days in process was only fifty days.

From the above and from the attached report the following will be noted:

- (1) the time required to investigate, under any statistical computing method, varies, at the most, two days.
- (2) the time for headquarters processing in the more normal month of August varied only three days between what was first reported in our monthly report and what is shown as a result of a study of all cases, rejecting those showing processing time for which the Security Office is not directly responsible.

The amount of time which would be required to compute the statistics under the new system of broadening the base would not seem to be warranted by the almost insignificant difference in the statistics.

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